

EOI Guidance: VCSE engagement in developing a neighbourhood health service in Southwark

1. INTRODUCTION

- 1.1. Timelines are set out in more detail below; however, for reference, Partnership Southwark will accept EOI proposals from organisations until **09.00am on Monday 22 June 2026**.
- 1.2. Partnership Southwark, on behalf of South East London Integrated Care Board (SEL ICB), is seeking expressions of interest (EOIs) from Voluntary, Community and Social Enterprise (VCSE) organisations could work in partnership to help shape a new Neighbourhood Health Service in Southwark.
- 1.3. Five contracts each valued at £28,000 (inclusive of VAT) are available to deliver a 12-month VCSE neighbourhood lead role in one of Southwark's neighbourhoods, aligned with Southwark's neighbourhood health priorities and services.
- 1.4. One contract valued at £20,000 (including VAT) is also available to deliver a coordination role across all five neighbourhoods.
- 1.5. This guidance should be read together with the **service specification** available on the [Partnership Southwark website](#).

2. ELIGIBILITY

- 2.1. Well established, not-for profit organisations invested in delivering positive social, economic, or environmental benefits.
- 2.2. Actively delivering services in Southwark for at least a year.
- 2.3. Constituted, for example a charity, community interest company or limited company.
- 2.4. Financially secure.
- 2.5. A strong track record of working in partnership with other VCSE organisations. (Experience of working with healthcare partners is desirable but not essential)
- 2.6. Who can support a quick start and effectively deliver all aspect of the project.

3. CONSIDERATIONS PRIOR TO SUBMISSION

- 3.1. Organisations must demonstrate their ability to deliver this work by fully completing the EOI template provided.
- 3.2. Funding is non-recurrent and will be provided as a one-off payment only.
- 3.3. All core delivery costs must be covered within the funding available. This includes costs such as meeting room hire, digital equipment, and any payments or incentives for participation. Organisations may also use other funding or align related work to strengthen delivery.
- 3.4. Contracts will be awarded as six separate contracts to meet procurement rules: one for each VCSE neighbourhood lead role (£28,000 each, inclusive of VAT), and one for the borough coordination role (£20,000 inclusive of VAT).

- 3.5. Organisations can apply in different ways: for a neighbourhood lead role (in up to two neighbourhoods), for a coordinator role, or for both together. However:
 - Holding *both* the coordinator role alongside a neighbourhood lead role is expected to add value and will be considered during panel assessment.
 - Establishing a *mix* of organisations across the five neighbourhoods is expected to add value and will be considered during panel assessment.
- 3.6. Joint applications from more than one VCSE organisation are welcome. In these cases, one organisation must be named as the lead and will be responsible for the contract and receiving payment.
- 3.7. The ICB reserves the right to:
 - Withdraw this EoI at any time
 - Choose not to award any contract as a result of this EoI
 - Make whatever changes it sees fit to the timetable, structure or content of the process outlined in this EoI
 - Request further evidence of good standing including but not limited to recent statements of financial accounting, CVs of staff, up-to-date enhanced DBS for staff/volunteers, Public liability insurance, statement on Data Protection compliance, including GDPR.
- 3.8. The ICB will not be liable for any costs, work or effort incurred by organisations in participating in this EoI, including the ICB terminating or amending the EOI process.

4. SUBMITTING AN EOI

- 4.1. Please only submit an EOI proposal using the EOI template. Templates are available on request by emailing partnership.southwark@selondonics.nhs.uk and stating within the subject line: "VCSE Engagement opportunity – request for EOI template".
- 4.2. Please note that due to capacity constraints, the ICB are unable to consider EOIs which exceed the word count limits stated.
- 4.3. EOI proposals should be submitted by email in either Microsoft word or Adobe PDF format to partnership.southwark@selondonics.nhs.uk by **09.00am on Monday 22 June 2026**.
- 4.4. Please send emails as "delivery receipt" and "read receipt" to ensure that you receive confirmation that the documents have been delivered and opened by the recipient.
- 4.5. Timeframes:

Activity	Date by
Open EOI process	22 May 2026
Close EOI process	22 June 2026 (09:00am Monday)
Evaluate bids	By end June 2026
Notify successful bids	By end June 2026
SLA & PO process	July 2026
Deliver projects	July 2026 – July 2027 (Indicative)
Final report	July 2027 (inclusive of review cycles and iterations)

5. EOI – QUESTIONS YOU NEED TO ANSWER

- 5.1. Please only submit an EOI proposal using the EOI template. Templates are available on request by emailing partnership.southwark@selondonics.nhs.uk (see above section 4).
- 5.2. The following type of questions will be found in the EOI template:
 - Please describe how you will set up and deliver this work.
 - Please provide details of previous partnership working and other relevant experience.
 - Please provide details of your financial spending plan.
 - *There will also be questions relating to eligibility (see section 2 above).*

6. EVALUATION AND SCORING

- 6.1. EOI proposals will be reviewed by a panel which includes the ICB's project team and selected external stakeholders.
- 6.2. Successful and unsuccessful organisations will be notified by email within approximately two weeks of the EOI deadline.
- 6.3. EOI proposals for the **Neighbourhood Lead Role** will be scored using the criteria below:

Criteria	Further detail	Score	Weighting
Experience/ Previous partnership work	- Demonstrates the relevant experience, resourcefulness and/or innovation, to be able to mobilise quickly and deliver within the indicative timescales.	0-4	40%
Mobilisation and delivery	- Demonstrates a strong understanding of the service specification and the key challenges associated with delivery. - Sets out a clear, credible methodology for delivery. - Clearly sets out and presents a compelling case for how the organisation is well placed to deliver the work effectively and overcome identified obstacles.	0-4	40%
Financial	- Sets out a clear and well-reasoned financial spending plan, including staffing plan, reimbursement and/or incentivisation for other VCSE organisations, meeting room hire and any digital equipment/ other tools.	0-4	20%

6.4. EOI proposals for the **Coordinator Role** will be scored using the criteria below:

Criteria	Further detail	Score	Weighting
Experience/ Previous partnership work	- Demonstrates the relevant experience, resourcefulness and/or innovation, to be able to mobilise quickly and deliver within the indicative timescales.	0-4	45%
Mobilisation and delivery	- Demonstrates a strong understanding of the service specification and the key challenges associated with delivery. - Sets out a clear, credible methodology for delivery. - Clearly sets out and presents a compelling case for how the organisation is well placed to deliver the work effectively and overcome identified obstacles.	0-4	45%
Financial	- Sets out a clear and well-reasoned financial spending plan, including any meeting room hire and digital equipment/ other tools.	0-4	10%

6.5. Scoring definitions:

Score	Level	Standard
0	Non-existent/ Inadequate	Question not answered, or response is irrelevant or incomprehensible, or contains significant shortcomings.
1	Weak	Response does not address the questions or misses key aspects. No meaningful evidence or examples. Very unclear, poorly written, or disorganised. Major weaknesses that make the proposal unconvincing.
2	Adequate	Response addresses the question but incompletely. Minimal evidence or examples provided. Lacks clarity, organisation, or persuasiveness. Significant weaknesses that reduce feasibility or impact.
3	Good	Response addresses the question clearly, with good alignment to requirements. Provides relevant examples or evidence, though may lack some depth. Well-organised and persuasive overall. Minor weaknesses that do not undermine the proposal.
4	Excellent/ Very good	Response fully addresses all parts of the question with depth and clarity and strong alignment with requirements. Provides specific, well-supported examples or evidence. Highly compelling, innovative, and demonstrates strong potential for impact. Minimal to no weaknesses.

7. FURTHER INFORMATION AND FREQUENTLY ASKED QUESTIONS (FAQ)

- 7.1. The ICB's project team will try to quickly answer any questions about this opportunity.
- 7.2. Please email partnership.southwark@selondonics.nhs.uk and state within the subject line: "VCSE Engagement opportunity – query".
- 7.3. A summary of questions (FAQ) raised during the recent information session 15May can be found on the [Partnership Southwark website](#).

APPENDIX I: SOUTHWARK NEIGHBOURHOODS (MAP / INFOGRAPHIC)

